

**CONFIDENTIAL**

25X1



LOGISTICS SERVICES DIVISION  
WEEKLY REPORT  
PERIOD ENDING 28 MARCH 1984

I. Progress Report on Tasks Assigned by the DCI/DDCI:


25X1

No items this reporting period. 


II. Items/Events of Major Interest:

a. Planter Barricades: Two highway barricades were relocated from the Northeast Entrance of Headquarters Building and a third was placed in storage at the Motor Pool on Friday, 23 March 1984. The four planters for the Northeast Entrance was also delivered and placed in position on 23 March. The GSA landscape architect is tentatively scheduled to visit Headquarters during the week of 2 April to give recommendations as to the types of plants to be placed in the planters.


25X1

b. Front Entrance Barricades: Mockups of various barricades for the front entrance to the Headquarters Building were reviewed, and approval was given to prepare design drawings for the selected barricades. Drawings are currently in progress. 


25X1

c. Hydraulic Barricades: A representative of the Architectural Design Staff (ADS), OL/LSD, will visit Delta Scientific Corporation with a representative from the Physical Security Division, PTAS/OS, on 4 and 5 April to observe the assembly and construction of the hydraulic barricades which were ordered for the Headquarters compound. 

25X1

d. Security Barriers at Community Headquarters Building: Installation of security barriers at the entrance to the Community Headquarters Building is approximately 70 percent complete. 

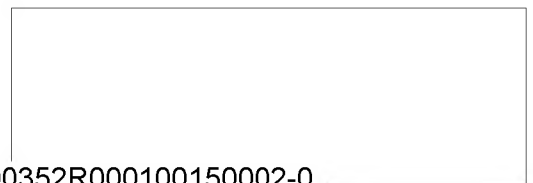
25X1

e. Wall Art for Offices: The Interior Design Consultant has a large supply of excess stretched fabrics from recent moves. Offices needing these pieces should call LSD for an appointment and be prepared to take items selected with them. The size of individual pieces is approximately 30" x 42". 

25X1

25X1

25X1

**CONFIDENTIAL**

**CONFIDENTIAL**

25X1 1. Building Backfill: Last week the Electric and Alarm Shops jointly relocated the critical power and alarm box and adjusted the transmission line in order to maintain the integrity of the 7C25 vault for the Comptroller, DCI. The Carpenter Shop removed a sufficient amount of masonry wall in each of two locations for two new doors and set the door jambs. Masonry work is to be scheduled.

25X1 m. Renovations at Headquarters Building: The contractor is scheduled to start this week with the installation of wallpaper in Room GA09/13 for the Office of Security, DDA.

The Carpenter Shop started the installation of a wood base in the GE Corridor for the Quality of Life program on Monday, 26 March, and will complete the job this week.

Over the past two weekends, the GSA Paint Shop worked overtime to complete the painting of the 3B44 suite of offices for the Latin America Division, DO. This work was scheduled on overtime due to operational concerns and crowded conditions.

25X1

25X1 n. South Building: Continental Page Engineers, Inc., has subcontracted the removal of asbestos material from the duct work in the third floor corridor of South Building. The work, which was begun on 22 March, will be performed at night and is expected to be completed in four weeks.

25X1 o. Meeting with GSA: A meeting with Mr. Willard Myers, GSA Building Manager, State Group, and Mr. William Dorman, GSA Regional Manager, resulted in agreement by GSA to a one-time contract to completely clean all bathrooms in South, Central and East Buildings at night.

25X1 p. Ames Building: Renovations were begun to the   
25X1 Building lobby area on 26 March 1984.

### III. Significant Events Anticipated During the Coming Week:

25X1 No items this reporting period.   
25X1

Chief  
Logistics Services Division

**CONFIDENTIAL**

**CONFIDENTIAL**

f. Unitized Furniture Hold: A temporary freeze has been placed on unitized secretarial desks and returns. Offices requiring such items will have to accept substitutes from stock in an "as is" condition or scout their own holdings for units that may have been placed with positions not authorized [ ]

25X1  
25X1

g. Transportation: Special limousine service is being provided to the European Division, DDO, from 24 to 29 March 1984. Special van transportation is being provided for the Near East and South Asia Division, DDO, from 18 March through 2 April 1984. [ ]

25X1  
25X1

i. Deliveries: During the past week, seven work stations of computer furniture were delivered and set up in Room 6E05, Headquarters Building, for the Office of Global Issues.

25X1  
25X1

Eight Mosler safes were delivered to the Office of Development and Engineering in [ ] Building, and eight Remington Rand safes were picked up at that time. [ ]

j. Design Options for Operations Center, DI: ADS prepared four design options for the Operations Center, DI, Room 7F33, Headquarters Building, from the original plan submitted by KIDDE consultants. [ ]

25X1

k. Work Completed by Allied Maintenance: This past weekend, Allied Maintenance completed the following work at Headquarters Building:

-Scrubbed and burnished all main corridors from the second floor through the seventh floor and half of the first floor including the terrazzo portion.

-Cleaned the tracks of outside doors to elevators 5 through 8 from the first to the third floors.

-Cleaned the legs of benches throughout the first floor. [ ]

25X1

**CONFIDENTIAL**